

2015 SCOTTSDALE TEEN EMPLOYMENT SYMPOSIUM: PARENT FACT SHEET

PREPARING YOUR TEEN FOR THE WORKFORCE!

The 3rd Annual Scottsdale Teen Employment Symposium is a one and half-day, fun and educational event for Scottsdale teens, between 15-18 years old. It is designed to educate and prepare teens to be job ready now and for their future. Approximately 80 teens attend during their fall break week.

Dates:

Tuesday, October 13 AND
Wednesday, October 14, 2015

Time:

9:00 a.m. - 4:00 p.m. - Tuesday
9:00am-12:00pm-Wednesday

Location:

Scottsdale Community College
9000 E Chaparral Rd, 85256
Student Center (SC)-
Turquoise Room
Parking Lot: A or D

Contact Information:

Sheila Williams
Scottsdale Teen Employment
Program
City of Scottsdale Youth &
Family Svcs
480-772-9533 Event Cell Phone
480-312-7922 Main Office
swilliams@scottsdaleaz.gov

The Scottsdale Teen Employment Symposium will consist of:

- Inspiring Key Note Speaker
- Professionals/Employers as speakers, mock interviewers and exhibitors
- Educational/Interactive teen oriented workshop sessions
- Breakfast, lunch and snacks provided Tuesday and snacks on Wednesday
- "Symposium Fair" with employers, internship and volunteer exhibitors
- Mock Interviews for every teen participant
- Job Search Kits, Event T-Shirt and chances to win prizes and gift cards

Day One, will offer: Activities and instruction on Interviewing Skills, Job Applications, Dressing to Impress, Resume Writing and College and Career Exploration and Mock Interviews

Day Two(optional attendance), will offer:

9:00am-11:30am (Open Job Search Lab and Assistance)

Volunteers will be present to help teens write professional resumes, fill out job applications, practice interview skills and provide other job seeking assistance

10:00am-12:00pm (Symposium Job Fair)

Employers will be present to recruit for open holiday and year round positions, if possible volunteer programs will also be present

***Please note: Day Two-Wednesday, October 14 is an optional day.** We strongly encourage teens to return Wednesday, to apply for open job positions at the Symposium Job Fair and get assistance at the Job Search Lab but attendance is not mandatory.

Drop Off:

Day One, Tuesday-Please drop off your teen by 9:00am, to sign in and start event
Day Two, Wednesday- Drop off your teen anytime between 9:00am and 11:00am

Drop Off Locations: Student Center-Turquoise Room or In front of Parking Lot A or D

Pick Up:

Please pick up your teen @ 4:00pm on Tuesday and by 12:00pm on Wednesday.

In Case of Emergency or to Get a Hold of Staff During Event Contact:

Event Cell Phone, 480-772-9533 (event days only)

For General Information, contact City of Scottsdale Youth & Family Services:

Main Office, 480-312-7922

After the Symposium: We encourage your teen to take advantage of the free resources available through the City of Scottsdale Teen Employment Program (STEP). **STEP** is a year round educational resource for your teen to get individual and group assistance with their job seeking goals. Job referrals are offered when available. In addition to the Symposium, STEP hosts a job fair, Scottsdale Teen Opportunity Expo every spring.

Visit: www.scottsdaleaz.gov/assistance/YFS/STEP or call 480-312-7922 for more information.

